



3015 (02-09-04)

**ANNUAL REPORT**

OF

Name: CITY OF HAYWARD WATERWORKS AND SEWER UTILITY

Principal Office: 10549 S KANSAS AVE  
P.O. BOX 969  
HAYWARD, WI 54843

For the Year Ended: DECEMBER 31, 2002

WATER, ELECTRIC, OR JOINT UTILITY  
TO  
PUBLIC SERVICE COMMISSION OF WISCONSIN

P.O. Box 7854  
Madison, WI 53707-7854  
(608) 266-3766

*This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.*



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**IDENTIFICATION AND OWNERSHIP**

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**Exact Utility Name:** CITY OF HAYWARD WATERWORKS AND SEWER UTILITY**Utility Address:** 10549 S KANSAS AVE

P.O. BOX 969

HAYWARD, WI 54843

**When was utility organized?** 1/1/1915**Report any change in name:****Effective Date:****Utility Web Site:**

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**Utility employee in charge of correspondence concerning this report:**

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**Name:** MRS LUCILLE A GUNTHER**Title:** CITY CLERK TREASURER**Office Address:**

10549 KANSAS AVE.

P.O. BOX 969

HAYWARD, WI 54843

**Telephone:** (715) 634 - 2311**Fax Number:** (715) 634 - 5392**E-mail Address:** CTYCLERK@CHEQNET.NET

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**Individual or firm, if other than utility employee, preparing this report:**

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**Name:****Title:****Office Address:****Telephone:****Fax Number:****E-mail Address:**

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**President, chairman, or head of utility commission/board or committee:**

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**Name:** MR WILLIAM L SWINTKOWSKI**Title:** CHAIRPERSON**Office Address:**

10686 BEAL AVENUE

HAYWARD, WI 54843

**Telephone:** (715) 634 - 2311**Fax Number:** (715) 634 - 5392**E-mail Address:**

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**Are records of utility audited by individuals or firms, other than utility employee?** YES

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**IDENTIFICATION AND OWNERSHIP**

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**Individual or firm, if other than utility employee, auditing utility records:**

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**Name:****Title:**

**Office Address:** ANDERSON, HAGER & MOE S.C.  
P.O. BOX 986  
HAYWARD, WI 54843-0986

**Telephone:** (715) 634 - 2653**Fax Number:** (715) 634 - 2456**E-mail Address:** mhager@ahmcpa.com**Date of most recent audit report:** 6/11/2002**Period covered by most recent audit:** 01/01/2001 TO 12/31/2001

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**Names and titles of utility management including manager or superintendent:**

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**Name:** MR JOHN C METCALF**Title:** PUBLIC WORKS DIRECTOR**Office Address:**

10215N METCALF RD  
HAYWARD, WI 54843

**Telephone:** (715) 634 - 4612**Fax Number:** (715) 634 - 5868**E-mail Address:**

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**Name:** MRS. LUCILLE A GUNTHER**Title:** SUPERINTENDENT**Office Address:**

10549 KANSAS AVE.  
P.O. BOX 969  
HAYWARD, WI 54843

**Telephone:** (715) 634 - 2311**Fax Number:** (715) 634 - 5392**E-mail Address:** CTYCLERK@CHEQNET.NET

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**Name of utility commission/committee:** PUBLIC WORKS COMMITTEE

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**Names of members of utility commission/committee:**

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MR PERRY B SWENSON

MR WILLIAM L SWINTKOWSKI

MR ALLEN VOIGHT

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**Is sewer service rendered by the utility?** YES

If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes? YES

**Date of Ordinance:** 9/5/1990

**Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)?** NO

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**Provide the following information regarding the provider(s) of contract services:**

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## IDENTIFICATION AND OWNERSHIP

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**Firm Name:**

**Contact Person:**

**Title:**

**Telephone:**

**Fax Number:**

**E-mail Address:**

**Contract/Agreement beginning-ending dates:**

**Provide a brief description of the nature of Contract Operations being provided:**

**INCOME STATEMENT**

<b>Particulars (a)</b>	<b>This Year (b)</b>	<b>Last Year (c)</b>	
<b>UTILITY OPERATING INCOME</b>			
Operating Revenues (400)	725,221	569,572	1
<b>Operating Expenses:</b>			
Operation and Maintenance Expense (401)	486,044	455,989	2
Depreciation Expense (403)	188,026	160,541	3
Amortization Expense (404)	0	0	4
Taxes (408)	59,617	60,485	5
<b>Total Operating Expenses</b>	<b>733,687</b>	<b>677,015</b>	
<b>Net Operating Income</b>	<b>(8,466)</b>	<b>(107,443)</b>	
Income from Utility Plant Leased to Others (412-413)	0	0	6
<b>Utility Operating Income</b>	<b>(8,466)</b>	<b>(107,443)</b>	
<b>OTHER INCOME</b>			
Income from Merchandising, Jobbing and Contract Work (415-416)	1,501	2,789	7
Nonoperating Rental Income (418)	0	6,600	8
Interest and Dividend Income (419)	8,311	12,176	9
Miscellaneous Nonoperating Income (421)	237	75	10
<b>Total Other Income</b>	<b>10,049</b>	<b>21,640</b>	
<b>Total Income</b>	<b>1,583</b>	<b>(85,803)</b>	
<b>MISCELLANEOUS INCOME DEDUCTIONS</b>			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
<b>Total Miscellaneous Income Deductions</b>	<b>0</b>	<b>0</b>	
<b>Income Before Interest Charges</b>	<b>1,583</b>	<b>(85,803)</b>	
<b>INTEREST CHARGES</b>			
Interest on Long-Term Debt (427)	21,804	26,567	13
Amortization of Debt Discount and Expense (428)	0	0	14
Amortization of Premium on Debt--Cr. (429)	0	0	15
Interest on Debt to Municipality (430)	0	0	16
Other Interest Expense (431)	0	0	17
Interest Charged to Construction--Cr. (432)	0	0	18
<b>Total Interest Charges</b>	<b>21,804</b>	<b>26,567</b>	
<b>Net Income</b>	<b>(20,221)</b>	<b>(112,370)</b>	
<b>EARNED SURPLUS</b>			
Unappropriated Earned Surplus (Beginning of Year) (216)	50,810	163,180	19
Balance Transferred from Income (433)	(20,221)	(112,370)	20
Miscellaneous Credits to Surplus (434)	0	0	21
Miscellaneous Debits to Surplus--Debit (435)	0	0	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
<b>Total Unappropriated Earned Surplus End of Year (216)</b>	<b>30,589</b>	<b>50,810</b>	

**INCOME STATEMENT ACCOUNT DETAILS**

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
<b>Revenues from Utility Plant Leased to Others (412):</b>		
NONE	0	1
<b>Total (Acct. 412):</b>	<b>0</b>	
<b>Expenses of Utility Plant Leased to Others (413):</b>		
NONE	0	2
<b>Total (Acct. 413):</b>	<b>0</b>	
<b>Nonoperating Rental Income (418):</b>		
NONE	0	3
<b>Total (Acct. 418):</b>	<b>0</b>	
<b>Interest and Dividend Income (419):</b>		
SPECIAL ASSESSMENT	4,041	4
CHECKING & SAVINGS INTEREST	647	5
INTEREST ON SPECIAL ACCOUNTS	3,623	6
<b>Total (Acct. 419):</b>	<b>8,311</b>	
<b>Miscellaneous Nonoperating Income (421):</b>		
BAD CHECK CHARGES	237	7
<b>Total (Acct. 421):</b>	<b>237</b>	
<b>Miscellaneous Amortization (425):</b>		
NONE	0	8
<b>Total (Acct. 425):</b>	<b>0</b>	
<b>Other Income Deductions (426):</b>		
NONE	0	9
<b>Total (Acct. 426):</b>	<b>0</b>	
<b>Miscellaneous Credits to Surplus (434):</b>		
NONE	0	10
<b>Total (Acct. 434):</b>	<b>0</b>	
<b>Miscellaneous Debits to Surplus (435):</b>		
NONE	0	11
<b>Total (Acct. 435)--Debit:</b>	<b>0</b>	
<b>Appropriations of Surplus (436):</b>		
Detail appropriations to (from) account 215	0	12
<b>Total (Acct. 436)--Debit:</b>	<b>0</b>	
<b>Appropriations of Income to Municipal Funds (439):</b>		
NONE	0	13
<b>Total (Acct. 439)--Debit:</b>	<b>0</b>	

**INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)**

<b>Particulars (a)</b>	<b>Water (b)</b>	<b>Electric (c)</b>	<b>Sewer (d)</b>	<b>Gas (e)</b>	<b>Total (f)</b>	
Revenues (account 415)	1,507		852		<b>2,359</b>	<b>1</b>
<b>Costs and Expenses of Merchandising, Jobbing and Contract Work (416):</b>						
Cost of merchandise sold	760		98		<b>858</b>	<b>2</b>
Payroll					<b>0</b>	<b>3</b>
Materials					<b>0</b>	<b>4</b>
Taxes					<b>0</b>	<b>5</b>
<b>Other (list by major classes):</b>						
NONE					<b>0</b>	<b>6</b>
<b>Total costs and expenses</b>	<b>760</b>	<b>0</b>	<b>98</b>	<b>0</b>	<b>858</b>	
<b>Net income (or loss)</b>	<b>747</b>	<b>0</b>	<b>754</b>	<b>0</b>	<b>1,501</b>	

**REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT**

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

<b>Description (a)</b>	<b>Water Utility (b)</b>	<b>Electric Utility (c)</b>	<b>Sewer Utility (Regulated Only) (d)</b>	<b>Gas Utility (e)</b>	<b>Total (f)</b>	
Total operating revenues	360,659	0	364,562	0	<b>725,221</b>	<b>1</b>
Less: interdepartmental sales	0		0	0	<b>0</b>	<b>2</b>
Less: interdepartmental rents					<b>0</b>	<b>3</b>
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	1,901				<b>1,901</b>	<b>4</b>
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained	79		92		<b>171</b>	<b>5</b>
<b>Other Increases or (Decreases) to Operating Revenues - Specify:</b>						
NONE					<b>0</b>	<b>6</b>
<b>Revenues subject to Wisconsin Remainder Assessment</b>	<b>358,679</b>	<b>0</b>	<b>364,470</b>	<b>0</b>	<b>723,149</b>	

**BALANCE SHEET**

<b>Assets and Other Debits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>UTILITY PLANT</b>			
Utility Plant (100)	8,037,406	7,355,097	<b>1</b>
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	2,361,995	2,178,349	<b>2</b>
<b>Net Utility Plant</b>	<b>5,675,411</b>	<b>5,176,748</b>	
<b>OTHER PROPERTY AND INVESTMENTS</b>			
Nonutility Property (121)	0	0	<b>3</b>
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	<b>4</b>
<b>Net Nonutility Property</b>	<b>0</b>	<b>0</b>	
Investment in Municipality (123)	0	0	<b>5</b>
Other Investments (124)	61,235	58,940	<b>6</b>
Special Funds (125)	95,471	84,938	<b>7</b>
<b>Total Other Property and Investments</b>	<b>156,706</b>	<b>143,878</b>	
<b>CURRENT AND ACCRUED ASSETS</b>			
Cash and Working Funds (131)	55,659	16,484	<b>8</b>
Temporary Cash Investments (132)	0	0	<b>9</b>
Notes Receivable (141)	464,311	78,089	<b>10</b>
Customer Accounts Receivable (142)	160,103	132,849	<b>11</b>
Other Accounts Receivable (143)	1,510	1,592	<b>12</b>
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	<b>13</b>
Receivables from Municipality (145)	73,700	87,287	<b>14</b>
Materials and Supplies (150)	16,021	13,322	<b>15</b>
Prepayments (165)	2,757	2,562	<b>16</b>
Other Current and Accrued Assets (170)	0	0	<b>17</b>
<b>Total Current and Accrued Assets</b>	<b>774,061</b>	<b>332,185</b>	
<b>DEFERRED DEBITS</b>			
Unamortized Debt Discount and Expense (181)	0	0	<b>18</b>
Extraordinary Property Losses (182)	0	0	<b>19</b>
Other Deferred Debits (183)	0	0	<b>20</b>
<b>Total Deferred Debits</b>	<b>0</b>	<b>0</b>	
<b>Total Assets and Other Debits</b>	<b>6,606,178</b>	<b>5,652,811</b>	

**BALANCE SHEET**

<b>Liabilities and Other Credits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>PROPRIETARY CAPITAL</b>			
Capital Paid in by Municipality (200)	1,483,339	1,483,339	<b>21</b>
Appropriated Earned Surplus (215)	0	0	<b>22</b>
Unappropriated Earned Surplus (216)	30,589	50,810	<b>23</b>
<b>Total Proprietary Capital</b>	<b>1,513,928</b>	<b>1,534,149</b>	
<b>LONG-TERM DEBT</b>			
Bonds (221)	0	11,985	<b>24</b>
Advances from Municipality (223)	0	0	<b>25</b>
Other long-Term Debt (224)	960,830	466,871	<b>26</b>
<b>Total Long-Term Debt</b>	<b>960,830</b>	<b>478,856</b>	
<b>CURRENT AND ACCRUED LIABILITIES</b>			
Notes Payable (231)	0	0	<b>27</b>
Accounts Payable (232)	36,469	13,752	<b>28</b>
Payables to Municipality (233)	182,822	166,416	<b>29</b>
Customer Deposits (235)	0	0	<b>30</b>
Taxes Accrued (236)	43,749	47,737	<b>31</b>
Interest Accrued (237)	13,867	16,510	<b>32</b>
Other Current and Accrued Liabilities (238)	0	0	<b>33</b>
<b>Total Current and Accrued Liabilities</b>	<b>276,907</b>	<b>244,415</b>	
<b>DEFERRED CREDITS</b>			
Unamortized Premium on Debt (251)	0	0	<b>34</b>
Customer Advances for Construction (252)	0	0	<b>35</b>
Other Deferred Credits (253)	0	0	<b>36</b>
<b>Total Deferred Credits</b>	<b>0</b>	<b>0</b>	
<b>OPERATING RESERVES</b>			
Miscellaneous Operating Reserves (265)	0	0	<b>37</b>
<b>Total Operating Reserves</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
Contributions in Aid of Construction (271)	3,854,513	3,395,391	<b>38</b>
<b>Total Liabilities and Other Credits</b>	<b>6,606,178</b>	<b>5,652,811</b>	

**NET UTILITY PLANT**

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

<b>Particulars (a)</b>	<b>Water (b)</b>	<b>Sewer (c)</b>	<b>Gas (d)</b>	<b>Electric (e)</b>	
<b>Plant Accounts:</b>					
Utility Plant in Service (100)	3,174,615	4,764,203	0	0	<b>1</b>
Utility Plant Purchased or Sold (391)					<b>2</b>
Utility Plant in Process of Reclassification (392)					<b>3</b>
Utility Plant Leased to Others (393)					<b>4</b>
Property Held for Future Use (394)					<b>5</b>
Construction Work in Progress (395)	98,048	540			<b>6</b>
Utility Plant Acquisition Adjustments (396)					<b>7</b>
Other Utility Plant Adjustments (397)					<b>8</b>
<b>Total Utility Plant</b>	<b>3,272,663</b>	<b>4,764,743</b>	<b>0</b>	<b>0</b>	
<b>Accumulated Provision for Depreciation and Amortization:</b>					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	636,781	1,725,214	0	0	<b>9</b>
<b>Total Accumulated Provision</b>	<b>636,781</b>	<b>1,725,214</b>	<b>0</b>	<b>0</b>	
<b>Net Utility Plant</b>	<b>2,635,882</b>	<b>3,039,529</b>	<b>0</b>	<b>0</b>	

## ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.  
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	Sewer (c)	(d)	(e)	Total (f)	
<b>Balance first of year</b>	577,260	1,601,089			<b>2,178,349</b>	<b>1</b>
<b>Credits During Year</b>						<b>2</b>
<b>Accruals:</b>						<b>3</b>
Charged depreciation expense (403)	61,723	126,303			<b>188,026</b>	<b>4</b>
Depreciation expense on meters						<b>5</b>
charged to sewer (see Note 3)	2,178	(2,178)			<b>0</b>	<b>6</b>
Accruals charged other						<b>7</b>
accounts (specify):						<b>8</b>
					<b>0</b>	<b>9</b>
Salvage					<b>0</b>	<b>10</b>
Other credits (specify):						<b>11</b>
					<b>0</b>	<b>12</b>
<b>Total credits</b>	<b>63,901</b>	<b>124,125</b>	<b>0</b>	<b>0</b>	<b>188,026</b>	<b>13</b>
<b>Debits during year</b>						<b>14</b>
Book cost of plant retired	4,380	0			<b>4,380</b>	<b>15</b>
Cost of removal					<b>0</b>	<b>16</b>
Other debits (specify):						<b>17</b>
					<b>0</b>	<b>18</b>
<b>Total debits</b>	<b>4,380</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,380</b>	<b>19</b>
<b>Balance End of Year</b>	<b>636,781</b>	<b>1,725,214</b>	<b>0</b>	<b>0</b>	<b>2,361,995</b>	<b>20</b>
<b>Composite Depreciation Rate?</b>	No	No				<b>21</b>
If yes, what is the rate?						<b>22</b>

**NET NONUTILITY PROPERTY (ACCTS. 121 & 122)**

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

<b>Description (a)</b>	<b>Balance First of Year (b)</b>	<b>Additions During Year (c)</b>	<b>Deductions During Year (d)</b>	<b>Balance End of Year (e)</b>	
Nonregulated sewer plant	0	0	0	0	1
<b>Other (specify):</b>					
NONE	0	0	0	0	2
<b>Total Nonutility Property (121)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Less accum. prov. depr. & amort. (122)	0			0	3
<b>Net Nonutility Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)**

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	0	1
<b>Additions:</b>		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
<b>Total Additions</b>	<u>0</u>	
<b>Deductions:</b>		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
<b>Total accounts written off</b>	<u>0</u>	
<b>Balance end of year</b>	<u><u>0</u></u>	

**MATERIALS AND SUPPLIES**

<b>Account (a)</b>	<b>Generation (b)</b>	<b>Transmission (c)</b>	<b>Distribution (d)</b>	<b>Other (e)</b>	<b>Total End of Year (f)</b>	<b>Amount Prior Year (g)</b>	
<b>Electric Utility</b>							
Fuel for generation					0	0	1
Other					0	0	2
<b>Total Electric Utility</b>					<b>0</b>	<b>0</b>	

<b>Account</b>	<b>Total End of Year</b>	<b>Amount Prior Year</b>	
Electric utility total	0	0	1
Water utility	11,546	7,909	2
Sewer utility	4,475	5,413	3
Gas utility		0	4
Merchandise		0	5
Other materials & supplies		0	6
<b>Total Materials and Supplies</b>	<b>16,021</b>	<b>13,322</b>	

## UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT (ACCTS. 181 AND 251)

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
<b>Unamortized debt discount &amp; expense (181)</b>				
NONE				1
<b>Total</b>			0	
<b>Unamortized premium on debt (251)</b>				
NONE				2
<b>Total</b>			0	

**CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	1,483,339	1
<b>Changes during year (explain):</b>		
NONE		2
<b>Balance end of year</b>	<b>1,483,339</b>	

**BONDS (ACCT. 221)**

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

<b>Description of Issue (a)</b>	<b>Date of Issue (b)</b>	<b>Final Maturity Date (c)</b>	<b>Interest Rate (d)</b>	<b>Principal Amount End of Year (e)</b>	
B BOND SPECIAL ASSESSMENT 1994B	01/28/1994	11/30/2033	5.13%	0	<b>1</b>
B BOND SPECIAL ASSESSMENT 1994A	01/28/1994	11/30/2033	5.13%	0	<b>2</b>
<b>Total Bonds (Account 221):</b>				<b>0</b>	

**NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT**

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

<b>Account and Description of Obligation (a and b)</b>	<b>Date of Issue (c)</b>	<b>Final Maturity Date (d)</b>	<b>Interest Rate (e)</b>	<b>Principal Amount End of Year (f)</b>	
<b>Other Long-Term Debt (224)</b>					
BOND REFINANCE-WATER EXTENSION	11/01/2000	11/30/2010	4.10%	26,511	<b>1</b>
DNR PROJECT -WATER & SEWER EXTENSION	05/13/2002	02/24/2012	3.49%	250,000	<b>2</b>
HISTORYLAND-WATER & SEWER EXTENSION	10/11/2002	02/25/2012	3.25%	325,000	<b>3</b>
NEW RESERVOIR/WELL #6	06/01/1999	06/25/2009	4.10%	143,469	<b>4</b>
RIVER CROSSING	06/23/1999	02/25/2009	4.10%	173,899	<b>5</b>
SEWAGE TREATMENT	09/24/1993	09/24/2003	4.10%	7,000	<b>6</b>
BOND REFINANCE-SEWER EXTENSION	11/01/2000	11/30/2010	4.10%	34,951	<b>7</b>
<b>Total for Account 224</b>				<b>960,830</b>	

**TAXES ACCRUED (ACCT. 236)**

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	47,737	1
<b>Accruals:</b>		
Charged water department expense	50,231	2
Charged electric department expense		3
Charged sewer department expense	9,386	4
<b>Other (explain):</b>		
NONE		5
<b>Total Accruals and other credits</b>	<b>59,617</b>	
<b>Taxes paid during year:</b>		
County, state and local taxes	47,737	6
Social Security taxes	15,308	7
PSC Remainder Assessment	560	8
<b>Other (explain):</b>		
NONE		9
<b>Total payments and other debits</b>	<b>63,605</b>	
<b>Balance end of year</b>	<b>43,749</b>	

**INTEREST ACCRUED (ACCT. 237)**

1. Report below interest accrued on each utility obligation.  
2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
<b>Bonds (221)</b>					
NONE	0			0	1
SPECIAL ASSESSMENT B BOND 1994A	22	161	183	0	2
SP ASSESS B BOND 1994B	21	168	189	0	3
<b>Subtotal</b>	<b>43</b>	<b>329</b>	<b>372</b>	<b>0</b>	
<b>Advances from Municipality (223)</b>					
NONE	0			0	4
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other long-Term Debt (224)</b>					
WORKING CAPITAL & ENG FEES	39	103	142	0	5
WATER WELL SYSTEM	150	126	276	0	6
SEWAGE TREATMENT	185	500	602	83	7
RIVER CROSSING	8,703	7,259	9,938	6,024	8
NEW WATER RESERVOIR	7,139	5,984	8,152	4,971	9
REFINANCE WATER & SEWER BONDS	251	2,788	2,826	213	10
DNR PROJECT WATER & SEWER EXTENSION		4,102	2,139	1,963	11
HISTORYLAND WATER & SEWER EXTENSION		613	0	613	12
<b>Subtotal</b>	<b>16,467</b>	<b>21,475</b>	<b>24,075</b>	<b>13,867</b>	
<b>Notes Payable (231)</b>					
NONE	0			0	13
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>	<b>16,510</b>	<b>21,804</b>	<b>24,447</b>	<b>13,867</b>	

**CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)**

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	1,022,634	0	0	2,372,757	0	3,395,391	1
<b>Add credits during year:</b>							
For Services	32,365			17,667		50,032	2
For Mains	166,237			242,853		409,090	3
<b>Other (specify):</b>							
NONE						0	4
<b>Deduct charges (specify):</b>							
NONE						0	5
<b>Balance End of Year</b>	<b>1,221,236</b>	<b>0</b>	<b>0</b>	<b>2,633,277</b>	<b>0</b>	<b>3,854,513</b>	
Amount of federal and state grants in aid received for utility construction included in End of Year totals	171,900			1,508,477		1,680,377	6

**BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
<b>Investment in Municipality (123):</b>		
NONE	0	1
<b>Total (Acct. 123):</b>	<b>0</b>	
<b>Other Investments (124):</b>		
BARRON ELECTRIC CAPITAL CREDITS	61,235	2
<b>Total (Acct. 124):</b>	<b>61,235</b>	
<b>Special Funds (125):</b>		
EQUIPMENT REPLACEMENT RESERVE FUND	95,471	3
<b>Total (Acct. 125):</b>	<b>95,471</b>	
<b>Notes Receivable (141):</b>		
CUSTOMER SPECIAL ASSESSMENTS	464,311	4
<b>Total (Acct. 141):</b>	<b>464,311</b>	
<b>Customer Accounts Receivable (142):</b>		
Water	82,199	5
Electric		6
Sewer (Regulated)	77,904	7
<b>Other (specify):</b>		
NONE		8
<b>Total (Acct. 142):</b>	<b>160,103</b>	
<b>Other Accounts Receivable (143):</b>		
Sewer (Non-regulated)		9
Merchandising, jobbing and contract work	357	10
<b>Other (specify):</b>		
INTEREST RECEIVABLES	1,153	11
<b>Total (Acct. 143):</b>	<b>1,510</b>	
<b>Receivables from Municipality (145):</b>		
2002 HYDRANT RENTAL - CITY SHARE	73,700	12
<b>Total (Acct. 145):</b>	<b>73,700</b>	
<b>Prepayments (165):</b>		
PREPAID INSURANCE	2,757	13
<b>Total (Acct. 165):</b>	<b>2,757</b>	
<b>Extraordinary Property Losses (182):</b>		
NONE		14
<b>Total (Acct. 182):</b>	<b>0</b>	
<b>Other Deferred Debits (183):</b>		
NONE		15
<b>Total (Acct. 183):</b>	<b>0</b>	

**BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
<b>Payables to Municipality (233):</b>		
PAYROLL & FRINGE BENEFITS ADVANCED BY CITY	67,991	16
2002 INSURANCE PAID BY CITY	10,732	17
2002 DEBT PAYMENTS PAID BY CITY	104,099	18
<b>Total (Acct. 233):</b>	<b>182,822</b>	
<b>Other Deferred Credits (253):</b>		
NONE		19
<b>Total (Acct. 253):</b>	<b>0</b>	

**RETURN ON RATE BASE COMPUTATION**

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

<b>Average Rate Base (a)</b>	<b>Water (b)</b>	<b>Electric (c)</b>	<b>Sewer (d)</b>	<b>Gas (e)</b>	<b>Total (f)</b>	
<b>Add Average:</b>						
Utility Plant in Service	3,054,706	0	4,548,855	0	<b>7,603,561</b>	<b>1</b>
Materials and Supplies	9,727	0	4,944	0	<b>14,671</b>	<b>2</b>
<b>Other (specify):</b>						
NONE					<b>0</b>	<b>3</b>
<b>Less Average:</b>						
Reserve for Depreciation	607,020	0	1,663,151	0	<b>2,270,171</b>	<b>4</b>
Customer Advances for Construction					<b>0</b>	<b>5</b>
Contributions in Aid of Construction	1,121,935	0	2,503,017	0	<b>3,624,952</b>	<b>6</b>
<b>Other (specify):</b>						
NONE					<b>0</b>	<b>7</b>
<b>Average Net Rate Base</b>	<b>1,335,478</b>	<b>0</b>	<b>387,631</b>	<b>0</b>	<b>1,723,109</b>	
Net Operating Income	44,067	0	(52,533)	0	<b>(8,466)</b>	<b>8</b>
<b>Net Operating Income as a percent of</b>						
<b>Average Net Rate Base</b>	<b>3.30%</b>	<b>N/A</b>	<b>-13.55%</b>	<b>N/A</b>	<b>-0.49%</b>	

**RETURN ON PROPRIETARY CAPITAL COMPUTATION**

1. The data used in calculating proprietary capital are averages.
2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
<b>Average Proprietary Capital</b>		
Capital Paid in by Municipality	1,483,339	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	40,699	3
<b>Other (Specify):</b>		
NONE		4
<b>Total Average Proprietary Capital</b>	<b>1,524,038</b>	
<b>Net Income</b>		
Net Income	(20,221)	5
<b>Percent Return on Proprietary Capital</b>	<b>-1.33%</b>	

## IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

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**1. Acquisitions.**

NONE

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**2. Leaseholder changes.**

NONE

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**3. Extensions of service.**

DNR PROJECT - WATER & SEWER EXTENSION (APPROXIMATELY 3000' OF MAIN  
INSTALLED.)

HISTORYLAND - WATER & SEWER EXTENSION (APPROXIMATELY 2600' OF MAIN  
INSTALLED.)

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**4. Estimated changes in revenues due to rate changes.**

RATE INCREASE EFFECTIVE OCTOBER, 2001.

PFP (PUBLIC FIRE PROTECTION) ADDED TO BILLINGS, APPROVED MARCH, 2002.

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**5. Obligations incurred or assumed, excluding commercial paper.**

NOTES PAYABLE WITH COMMERCIAL BANK OF \$575,000 FOR FINANCING SPECIAL  
ASSESSMENTS FROM PROPERTY OWNERS AND CONSTRUCTION PROJECTS.

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**6. Formal proceedings with the Public Service Commission.**

HEARINGS FOR PUBLIC FIRE PROTECTION SERVICE AND SEWER SERVICE  
PROVIDED TO CUSTOMER OUTSIDE MUNICIPAL LIMITS.

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**7. Any additional matters.**

NONE

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## FINANCIAL SECTION FOOTNOTES

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### Interest Accrued (Acct. 237) (Page F-16)

INTEREST ACCRUED (ACCT 237), ROW SUBTOTAL 221, COLUMN: INTEREST ACCRUED DURING YEAR. BONDS WERE PAID OFF DURING 2002. THE 2001 ACCRUED INTEREST OF \$43 AND THE 2002 ACCRUED INTEREST OF \$329 WERE PAID AT THE TIME. TOTAL INTEREST PAID ON BONDS IN 2002 WAS \$372.

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### Identification and Ownership - Contacts (Page iv)

11/19/03 email:  
Dear Ms. Gunther:

The Public Service Commission (Commission) staff has completed its analytical review of your utility's 2002 annual report. The primary purpose of our analytical review is to detect possible accounting related errors and to identify significant fluctuations from prior year's data, which are not sufficiently explained in the footnotes of your annual report. We have no questions only the following comment:

A footnote to Page W-5 indicates that Account 686, Employees Pensions and Benefits, was allocated to labor accounts.

This procedure is not appropriate. The current Uniform System of Accounts (USOA) for Municipal Water, Electric and Sewer Utilities requires that expenditures for pensions and benefits, be charged to Account 686 and remain there with the exception of amounts appropriately charged to construction or to non-utility operations. The PSC has not authorized a change to the USOA permitting the allocation of this account to all the operation and maintenance labor accounts. Therefore, the utility will have to reclassify these expenditures back to Account 686 in the future to be in accordance with the accounting requirements prescribed by the USOA.

Please take the appropriate steps to ensure that in the future, beginning with the 2003 Annual Report, the accounting for Employees Pensions and Benefits will be reported in accordance with the current prescribed USOA.

In addition, you may receive additional inquiries from our office regarding your annual report during a rate case, construction authorization, or other Commission reviews.

Thank you for your efforts in preparing your 2002 annual report. We are closing the review of your 2002 annual report. . If you have any questions, please feel free to contact me at (608) 266-3768 or by e-mail at elaine.engelke@psc.state.wi.us.

Sincerely,

Elaine Engelke  
Financial Specialist  
Division of Water, Compliance, and Consumer Affairs

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**WATER OPERATING REVENUES & EXPENSES**

Particulars (a)	Amounts (b)	
<b>Operating Revenues</b>		
<b>Sales of Water</b>		
Sales of Water (460-467)	350,765	1
<b>Total Sales of Water</b>	<b>350,765</b>	
<b>Other Operating Revenues</b>		
Forfeited Discounts (470)	1,503	2
Other Water Revenues (474)	8,391	3
Amortization of Construction Grants (475)	0	4
<b>Total Other Operating Revenues</b>	<b>9,894</b>	
<b>Total Operating Revenues</b>	<b>360,659</b>	
<b>Operation and Maintenance Expenses</b>		
Plant Operation and Maintenance Expenses (600-660)	117,779	5
General Operating Expenses (680-690)	86,859	6
<b>Total Operation and Maintenance Expenses</b>	<b>204,638</b>	
<b>Other Operating Expenses</b>		
Depreciation Expense (403)	61,723	7
Amortization Expense (404)		8
Taxes (408)	50,231	9
<b>Total Other Operating Expenses</b>	<b>111,954</b>	
<b>Total Operating Expenses</b>	<b>316,592</b>	
<b>NET OPERATING INCOME</b>	<b>44,067</b>	

**WATER OPERATING REVENUES - SALES OF WATER**

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
<b>Operating Revenues</b>				
<b>Sales of Water</b>				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial				2
Industrial				3
<b>Total Unmetered Sales to General Customers (460)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Metered Sales to General Customers (461)				
Residential	652	27,504	92,862	4
Commercial	316	54,350	112,674	5
Industrial	3	26,051	23,093	6
<b>Total Metered Sales to General Customers (461)</b>	<b>971</b>	<b>107,905</b>	<b>228,629</b>	
Private Fire Protection Service (462)	25		8,448	7
Public Fire Protection Service (463)	1,006		101,794	8
Other Sales to Public Authorities (464)	27	4,926	11,894	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
<b>Total Sales of Water</b>	<b>2,029</b>	<b>112,831</b>	<b>350,765</b>	

**SALES FOR RESALE (ACCT. 466)**

Use a separate line for each delivery point.

<b>Customer Name</b> <b>(a)</b>	<b>Point of Delivery</b> <b>(b)</b>	<b>Thousands of Gallons Sold</b> <b>(c)</b>	<b>Revenues</b> <b>(d)</b>
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NONE

**OTHER OPERATING REVENUES (WATER)**

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
<b>Public Fire Protection Service (463):</b>		
Amount billed (usually per rate schedule F-1 or Fd-1)	101,794	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
<b>Other (specify):</b>		
NONE		4
<b>Total Public Fire Protection Service (463)</b>	<b>101,794</b>	
<b>Forfeited Discounts (470):</b>		
Customer late payment charges	1,503	5
<b>Other (specify):</b>		
NONE		6
<b>Total Forfeited Discounts (470)</b>	<b>1,503</b>	
<b>Other Water Revenues (474):</b>		
Return on net investment in meters charged to sewer department	1,901	7
<b>Other (specify):</b>		
TOWER RENTAL	4,800	8
WATER RECONNECTIONS	1,690	9
<b>Total Other Water Revenues (474)</b>	<b>8,391</b>	
<b>Amortization of Construction Grants (475):</b>		
NONE		10
<b>Total Amortization of Construction Grants (475)</b>	<b>0</b>	

**WATER OPERATION & MAINTENANCE EXPENSES**

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
<b>PLANT OPERATION AND MAINTENANCE EXPENSES</b>		
Salaries and Wages (600)	38,610	1
Purchased Water (610)	0	2
Fuel or Power Purchased for Pumping (620)	20,808	3
Chemicals (630)	28,369	4
Supplies and Expenses (640)	2,281	5
Repairs of Water Plant (650)	26,440	6
Transportation Expenses (660)	1,271	7
<b>Total Plant Operation and Maintenance Expenses</b>	<b>117,779</b>	
<b>GENERAL OPERATING EXPENSES</b>		
Administrative and General Salaries (680)	61,670	8
Office Supplies and Expenses (681)	6,620	9
Outside Services Employed (682)	7,993	10
Insurance Expense (684)	4,951	11
Employees Pensions and Benefits (686)	0	12
Regulatory Commission Expenses (688)	520	13
Miscellaneous General Expenses (689)	5,026	14
Uncollectible Accounts (690)	79	15
<b>Total General Operating Expenses</b>	<b>86,859</b>	
<b>Total Operation and Maintenance Expenses</b>	<b>204,638</b>	

**TAXES (ACCT. 408 - WATER)**

When allocation of taxes is made between departments, explain method used.
----------------------------------------------------------------------------

<b>Description of Tax (a)</b>	<b>Method Used to Allocate Between Departments (b)</b>	<b>Amount (c)</b>	
Property Tax Equivalent		43,749	<b>1</b>
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department	1/2 VALUE OF METERS	566	<b>2</b>
<b>Net property tax equivalent</b>		<b>43,183</b>	
Social Security	GROSS PAYROLL	6,770	<b>3</b>
PSC Remainder Assessment	OPERATING REVENUEW	278	<b>4</b>
Other (specify): NONE			<b>5</b>
<b>Total tax expense</b>		<b>50,231</b>	

**PROPERTY TAX EQUIVALENT (WATER)**

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Sawyer				1
<b>SUMMARY OF TAX RATES</b>							2
State tax rate	mills		0.234935				3
County tax rate	mills		3.852018				4
Local tax rate	mills		8.596570				5
School tax rate	mills		8.030613				6
Voc. school tax rate	mills		1.440649				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
<b>Total tax rate</b>	mills		<b>22.154785</b>				10
Less: state credit	mills		1.144444				11
<b>Net tax rate</b>	mills		<b>21.010341</b>				12
<b>PROPERTY TAX EQUIVALENT CALCULATION</b>							13
<b>Local Tax Rate</b>	mills		<b>8.596570</b>				14
<b>Combined School Tax Rate</b>	mills		<b>9.471262</b>				15
<b>Other Tax Rate - Local</b>	mills		<b>0.000000</b>				16
<b>Total Local &amp; School Tax</b>	mills		<b>18.067832</b>				17
<b>Total Tax Rate</b>	mills		<b>22.154785</b>				18
<b>Ratio of Local and School Tax to Total</b>	dec.		<b>0.815527</b>				19
<b>Total tax net of state credit</b>	mills		<b>21.010341</b>				20
<b>Net Local and School Tax Rate</b>	mills		<b>17.134507</b>				21
Utility Plant, Jan. 1	\$	2,991,343	2,991,343				22
Materials & Supplies	\$	7,909	7,909				23
<b>Subtotal</b>	\$	<b>2,999,252</b>	<b>2,999,252</b>				24
Less: Plant Outside Limits	\$	0	0				25
<b>Taxable Assets</b>	\$	<b>2,999,252</b>	<b>2,999,252</b>				26
Assessment Ratio	dec.		0.851300				27
<b>Assessed Value</b>	\$	<b>2,553,263</b>	<b>2,553,263</b>				28
<b>Net Local &amp; School Rate</b>	mills		<b>17.134507</b>				29
<b>Tax Equiv. Computed for Current Year</b>	\$	<b>43,749</b>	<b>43,749</b>				30
Tax Equivalent per 1994 PSC Report	\$	41,056					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
<b>Tax equiv. for current year (see note 6)</b>	\$	<b>43,749</b>					34

**WATER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>INTANGIBLE PLANT</b>			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	
<b>SOURCE OF SUPPLY PLANT</b>			
Land and Land Rights (310)	1,466		4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	198,671		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	20,879		10
Other Water Source Plant (317)	0		11
<b>Total Source of Supply Plant</b>	<b>221,016</b>	<b>0</b>	
<b>PUMPING PLANT</b>			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	75,208		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	39,146		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	3,633		20
<b>Total Pumping Plant</b>	<b>117,987</b>	<b>0</b>	
<b>WATER TREATMENT PLANT</b>			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	27,374		23
<b>Total Water Treatment Plant</b>	<b>27,374</b>	<b>0</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Land and Land Rights (340)	13,322	3,692	24
Structures and Improvements (341)	2,015		25

**WATER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>INTANGIBLE PLANT</b>				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>SOURCE OF SUPPLY PLANT</b>				
Land and Land Rights (310)			1,466	4
Structures and Improvements (311)			0	5
Collecting and Impounding Reservoirs (312)			0	6
Lake, River and Other Intakes (313)			0	7
Wells and Springs (314)			198,671	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			20,879	10
Other Water Source Plant (317)			0	11
<b>Total Source of Supply Plant</b>	<b>0</b>	<b>0</b>	<b>221,016</b>	
<b>PUMPING PLANT</b>				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			75,208	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			39,146	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			3,633	20
<b>Total Pumping Plant</b>	<b>0</b>	<b>0</b>	<b>117,987</b>	
<b>WATER TREATMENT PLANT</b>				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			0	22
Water Treatment Equipment (332)			27,374	23
<b>Total Water Treatment Plant</b>	<b>0</b>	<b>0</b>	<b>27,374</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>				
Land and Land Rights (340)			17,014	24
Structures and Improvements (341)			2,015	25

**WATER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Distribution Reservoirs and Standpipes (342)	414,857		26
Transmission and Distribution Mains (343)	1,587,157	163,665	27
Fire Mains (344)	0		28
Services (345)	236,645	34,449	29
Meters (346)	77,462	3,908	30
Hydrants (348)	175,163	30,606	31
Other Transmission and Distribution Plant (349)	1,370		32
<b>Total Transmission and Distribution Plant</b>	<b>2,507,991</b>	<b>236,320</b>	
<b>GENERAL PLANT</b>			
Land and Land Rights (370)	0		33
Structures and Improvements (371)	0		34
Office Furniture and Equipment (372)	1,259		35
Computer Equipment (372.1)	7,679	7,877	36
Transportation Equipment (373)	11,127		37
Other General Equipment (379)	40,365		38
Other Tangible Property (390)	0		39
<b>Total General Plant</b>	<b>60,430</b>	<b>7,877</b>	
<b>Total utility plant in service directly assignable</b>	<b>2,934,798</b>	<b>244,197</b>	
Common Utility Plant Allocated to Water Department	0		40
<b>Total utility plant in service</b>	<b>2,934,798</b>	<b>244,197</b>	

**WATER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>				
Distribution Reservoirs and Standpipes (342)			414,857	26
Transmission and Distribution Mains (343)			1,750,822	27
Fire Mains (344)			0	28
Services (345)			271,094	29
Meters (346)	480		80,890	30
Hydrants (348)	3,900		201,869	31
Other Transmission and Distribution Plant (349)			1,370	32
<b>Total Transmission and Distribution Plant</b>	<b>4,380</b>	<b>0</b>	<b>2,739,931</b>	
<b>GENERAL PLANT</b>				
Land and Land Rights (370)			0	33
Structures and Improvements (371)			0	34
Office Furniture and Equipment (372)			1,259	35
Computer Equipment (372.1)			15,556	36
Transportation Equipment (373)			11,127	37
Other General Equipment (379)			40,365	38
Other Tangible Property (390)			0	39
<b>Total General Plant</b>	<b>0</b>	<b>0</b>	<b>68,307</b>	
<b>Total utility plant in service directly assignable</b>	<b>4,380</b>	<b>0</b>	<b>3,174,615</b>	
Common Utility Plant Allocated to Water Department			0	40
<b>Total utility plant in service</b>	<b>4,380</b>	<b>0</b>	<b>3,174,615</b>	

**SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS**

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			11,062	11,062	1
February			10,491	10,491	2
March			10,448	10,448	3
April			9,308	9,308	4
May			10,637	10,637	5
June			11,770	11,770	6
July			13,818	13,818	7
August			11,984	11,984	8
September			11,830	11,830	9
October			11,561	11,561	10
November			10,621	10,621	11
December			9,954	9,954	12
<b>Total annual pumpage</b>	<b>0</b>	<b>0</b>	<b>133,484</b>	<b>133,484</b>	
Less: Water sold				112,831	13
Volume pumped but not sold				20,653	14
Volume sold as a percent of volume pumped				85%	15
Volume used for water production, water quality and system maintenance				0	16
Volume related to equipment/system malfunction				2,000	17
Non-utility volume NOT included in water sales				0	18
Total volume not sold but accounted for				2,000	19
Volume pumped but unaccounted for				18,653	20
Percent of water lost				14%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				737	23
Date of maximum: 7/19/2002					24
Cause of maximum:					25
FILL TOWER AFTER PUMP MOTOR HAD BURNT OUT.					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				219	26
Date of minimum: 12/26/2002					27
Total KWH used for pumping for the year				327,376	28
If water is purchased: Vendor Name:					29
Point of Delivery:					30

**SOURCES OF WATER SUPPLY - GROUND WATERS**

<b>Location (a)</b>	<b>Identification Number (b)</b>	<b>Depth in feet (c)</b>	<b>Well Diameter in inches (d)</b>	<b>Yield Per Day in gallons (e)</b>	<b>Currently In Service? (f)</b>	
BAY STREET	1	365	12	430,000	Yes	<b>1</b>
BAY STREET BACK UP	2	330	6	430,000	No	<b>2</b>
JOHNSON STREET	3	44	6	720,000	Yes	<b>3</b>
LEIN ROAD	6	1,147	8	144,000	Yes	<b>4</b>

**SOURCES OF WATER SUPPLY - SURFACE WATERS**

<b>Location (a)</b>	<b>Intakes</b>			
	<b>Identification Number (b)</b>	<b>Distance From Shore in feet (c)</b>	<b>Depth Below Surface in feet (d)</b>	<b>Diameter in inches (e)</b>
NONE				

1

**PUMPING & POWER EQUIPMENT**

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

<b>Particulars (a)</b>	<b>Unit A (b)</b>	<b>Unit B (c)</b>	<b>Unit C (d)</b>	
Identification	DEEP 1	DEEP 2	DEEP 3	<b>1</b>
Location	BAY STREET	BAY STREET	JOHNSON STREET	<b>2</b>
Purpose	S	S	P	<b>3</b>
Destination	D	D	D	<b>4</b>
Pump Manufacturer	LAYNE	FM	JOHNSTON	<b>5</b>
Year Installed	1915	1964	1979	<b>6</b>
Type	VERTICAL TURBINE	OTHER	VERTICAL TURBINE	<b>7</b>
Actual Capacity (gpm)	500	300	400	<b>8</b>
Pump Motor or Standby Engine Mfr	US ELECTRICAL	FAIRBANKS MORSE	US ELECTRICAL	<b>9</b>
Year Installed	1915	1964	1979	<b>10</b>
Type	ELECTRIC	ELECTRIC	ELECTRIC	<b>11</b>
Horsepower	30	25	30	<b>12</b>

<b>Particulars (a)</b>	<b>Unit D (b)</b>	<b>Unit E (c)</b>	<b>Unit F (d)</b>	
Identification	L			<b>14</b>
Location	LEIN ROAD			<b>15</b>
Purpose	P			<b>16</b>
Destination	R			<b>17</b>
Pump Manufacturer	AIRMOTOR			<b>18</b>
Year Installed	1999			<b>19</b>
Type	SUBMERSIBLE			<b>20</b>
Actual Capacity (gpm)	110			<b>21</b>
Pump Motor or Standby Engine Mfr	FRANKLIN			<b>22</b>
Year Installed	1999			<b>23</b>
Type	ELECTRIC			<b>24</b>
Horsepower	15			<b>25</b>

**RESERVOIRS, STANDPIPES & WATER TREATMENT**

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification number or name	1	2	3	1
<b>RESERVOIRS, STANDPIPES OR ELEVATED TANKS</b>				2
				3
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	ET	R	4
				5
Year constructed	1915	1971	1998	6
				7
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	OTHER	8
				9
Elevation difference in feet (See Headnote 3.)	120	120	53	10
				11
Total capacity in gallons (actual)	50,600	150,000	510,000	12
<b>WATER TREATMENT PLANT</b>				13
Disinfection, type of equipment (gas, liquid, powder, other)	OTHER			14
				15
Points of application (wellhouse, central facilities, booster station, other)	OTHER			16
				17
Filters, type (gravity, pressure, other, none)	NONE			18
				19
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	1.0000			20
				21
Is a corrosion control chemical used (yes, no)?	Y			22
				23
Is water fluoridated (yes, no)?	Y			24
				25

**WATER MAINS**

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If the assessments are deferred, explain.

Number of Feet								
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)	
A	D	4.000	6,638	0	0	0	6,638	1
M	D	4.000	7,158	0	0	0	7,158	2
P	D	4.000	39	0	0	0	39	3
A	D	6.000	21,575	0	0	0	21,575	4
M	D	6.000	7,112	0	0	0	7,112	5
P	D	6.000	16,740	685	0	0	17,425	6
A	D	8.000	2,380	0	0	0	2,380	7
M	D	8.000	1,610	0	0	0	1,610	8
P	D	8.000	23,627	0	0	0	23,627	9
P	S	8.000	1,110	0	0	0	1,110	10
A	D	10.000	9,714	0	0	0	9,714	11
M	D	10.000	377	0	0	0	377	12
M	T	10.000	100	0	0	0	100	13
P	D	10.000	25,936	5,103	0	0	31,039	14
A	D	12.000	1,574	0	0	0	1,574	15
P	D	12.000	2,632	0	0	0	2,632	16
P	T	12.000	2,480	0	0	0	2,480	17
<b>Total Within Municipality</b>			<b>130,802</b>	<b>5,788</b>	<b>0</b>	<b>0</b>	<b>136,590</b>	
<b>Total Utility</b>			<b>130,802</b>	<b>5,788</b>	<b>0</b>	<b>0</b>	<b>136,590</b>	

**WATER SERVICES**

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
  - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.625	595	0	0	0	595	115	1
M	0.750	99	0	0	0	99	14	2
M	1.000	395	35	0	0	430	85	3
M	1.250	12	0	0	0	12		4
M	1.500	23	1	0	0	24	8	5
M	2.000	32	16	0	0	48	2	6
M	2.500	1	0	0	0	1		7
M	3.000	3	0	0	0	3		8
P	4.000	5	1	0	0	6		9
P	6.000	3	0	0	0	3		10
P	8.000	1	0	0	0	1		11
<b>Total Utility</b>		<b>1,169</b>	<b>53</b>	<b>0</b>	<b>0</b>	<b>1,222</b>	<b>224</b>	

**METERS**

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (o).
5. Explain all reported adjustments as a schedule footnote.

**Number of Utility-Owned Meters**

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	880	29	3	0	<b>906</b>	107	<b>1</b>
0.750	25	1	0	0	<b>26</b>	3	<b>2</b>
1.000	63	3	0	0	<b>66</b>	6	<b>3</b>
1.250	5	1	0	0	<b>6</b>	0	<b>4</b>
1.500	28	2	0	0	<b>30</b>	2	<b>5</b>
2.000	22	0	1	0	<b>21</b>	0	<b>6</b>
3.000	6	0	0	0	<b>6</b>	0	<b>7</b>
4.000	2	0	0	0	<b>2</b>	0	<b>8</b>
6.000	3	0	0	0	<b>3</b>	0	<b>9</b>
<b>Total:</b>	<b>1,034</b>	<b>36</b>	<b>4</b>	<b>0</b>	<b>1,066</b>	<b>118</b>	

**Classification of All Meters at End of Year by Customers**

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	612	252	2	2	0	38	<b>906</b>	<b>1</b>
0.750	6	19	0	0	0	1	<b>26</b>	<b>2</b>
1.000	6	50	1	7	0	2	<b>66</b>	<b>3</b>
1.250	0	6	0	0	0	0	<b>6</b>	<b>4</b>
1.500	4	21	2	2	0	1	<b>30</b>	<b>5</b>
2.000	0	14	2	4	0	1	<b>21</b>	<b>6</b>
3.000	0	3	0	3	0	0	<b>6</b>	<b>7</b>
4.000	0	0	1	1	0	0	<b>2</b>	<b>8</b>
6.000	0	2	0	1	0	0	<b>3</b>	<b>9</b>
<b>Total:</b>	<b>628</b>	<b>367</b>	<b>8</b>	<b>20</b>	<b>0</b>	<b>43</b>	<b>1,066</b>	

**HYDRANTS AND DISTRIBUTION SYSTEM VALVES**

1. Distinguish between fire and flushing hydrants by lead size.
  - a. Fire hydrants normally have a lead size of 6 inches or greater.
  - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
<b>Fire Hydrants</b>						
Outside of Municipality	0				0	1
Within Municipality	253	16	6		263	2
<b>Total Fire Hydrants</b>	<b>253</b>	<b>16</b>	<b>6</b>	<b>0</b>	<b>263</b>	
<b>Flushing Hydrants</b>						
	0				0	3
<b>Total Flushing Hydrants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year**

Number of hydrants operated during year:	263
Number of distribution system valves end of year:	612
Number of distribution valves operated during year:	84

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## WATER OPERATING SECTION FOOTNOTES

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### Water Operation & Maintenance Expenses (Page W-05)

ACCT #600 INCLUDES \$12,355 IN PENSION AND BENEFITS.

ACCT #630 INCREASE IN PRODUCT USED AND SODIUM HYPOCHLORITE PRICE INCREASE FROM \$3.62/UNIT TO \$4.49/UNIT.

ACCT #680 INCLUDES \$14,915 IN PENSION AND BENEFITS. ALSO ADD'L EMPLOYEE.

ACCT #681 \$1,132 TRAINING FOR ADD'L EMPLOYEE. \$1,481 ADD'L PHONE LINES FOR LOW WATER PRESSURE ALARMS.

ACCT #686 PENSION AND BENEFITS ALLOCATED TO WAGE ACCOUNTS.

ACCT #689 LAB TESTING \$4,455 AND \$571 PARTS FOR DEWATERING PUMP.

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### Water Utility Plant in Service (Page W-08)

WATER MAINS: MAINS ADDED DURING 2002 WERE FROM TWO CONSTRUCTION PROJECTS THAT WERE FINANCED BY SPECIAL ASSESSMENTS TO PROPERTY OWNERS IN THE AMOUNT OF \$166,237 FINANCED OVER 10 YEARS AND CREDITED TO CONTRIBUTION IN AID OF CONSTRUCTION.

SERVICES: \$3,286 CONTRIBUTION IN AID OF CONSTRUCTION FROM INDIVIDUALS, \$11,978 SPECIAL ASSESSMENTS DNR PROJECT AND \$17,101 SPECIAL ASSESSMENTS HISTORYLAND PROJECT. \$2,084 UTILITY FOR MAIN STREET IMPROVEMENTS.

HYDRANTS: 10 HYDRANTS ADDED FOR 2 PROJECTS (DNR & HISTORYLAND) BY UTILITY. 6 OLD HYDRANTS ALSO REPLACED BY UTILITY.

\$198,750 BORROWED FROM COMMERCIAL BANK FOR SPECIAL ASSESSMENTS AND UTILITY'S COSTS ASSOCIATED WITH PROJECTS.

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### Pumping and Purchased Water Statistics (Page W-10)

UTILITY DID NOT FLUSH ANY HYDRANTS IN 2002.

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### Water Mains (Page W-15)

WATER MAINS ADDED DURING 2002 WERE FROM TWO CONSTRUCTION PROJECTS THAT WERE FINANCED BY SPECIAL ASSESSMENTS TO PROPERTY OWNERS IN THE AMOUNT OF \$166,237 FINANCED OVER 10 YEARS AND CREDITED TO CONTRIBUTION IN AID OF CONSTRUCTION. \$198,750 BORROWED FROM COMMERCIAL BANK FOR SPECIAL ASSESSMENTS AND UTILITY'S COSTS ASSOCIATED WITH PROJECTS.

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## WATER OPERATING SECTION FOOTNOTES

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### Water Services (Page W-16)

1":    3 PAID BY OWNER, ACTUAL COST.

32 SPECIAL ASSESSMENT TO PROPERTY OWNER (DNR PROJECT)

1.5":    1 PAID BY OWNER, ACTUAL COST.

2":    1 PAID BY OWNER, ACTUAL COST.

15 SPECIAL ASSESSMENT TO PROPERTY OWNER (HISTORYLAND PROJECT)

4":    1 SPECIAL ASSESSMENT TO PROPERTY OWNER, BASED ON ACTUAL COST (DNR PROJECT).

SPECIAL ASSESSMENTS FOR DNR AND HISTORYLAND PROJECTS (OTHER THAN 4"),  
PROJECT COSTS DIVIDED BY NUMBER OF CUSTOMERS AND EACH ASSESSED AN AVERAGE  
COST.

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### Meters (Page W-17)

6" METERS ARE TESTED BY AN OUTSIDE PARTY. PARTY HAD BEEN CONTACTED, BUT DID  
NOT TEST IN 2002. METERS HAVE SINCE BEEN TESTED IN 2003.

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### Hydrants and Distribution System Valves (Page W-18)

NUMBER OF DISTRIBUTION VALVES OPERATED DURING 2002 WAS LESS THAN 50% OF  
TOTAL VALVES. MANPOWER WAS INSUFFICIENT IN 2002 TO TEST REQUIRED AMOUNT.

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**SEWER OPERATING REVENUES & EXPENSES**

<b>Particulars (a)</b>	<b>Amounts (b)</b>	
<b>Operating Revenues</b>		
<b>Sewage Operating Revenues</b>		
Sewage Operating Revenues (621-626)	362,589	1
<b>Total Sewage Operating Revenues</b>	<b>362,589</b>	
<b>Other Operating Revenues</b>		
Forfeited Discounts (631)	1,973	2
Servicing of Customers Laterals (632)	0	3
Sale of Fertilizer (633)	0	4
Rent from Sewerage Properties (634)	0	5
Miscellaneous Operating Revenues (635)	0	6
Amortization of Construction Grants (636)	0	7
<b>Total Other Operating Revenues</b>	<b>1,973</b>	
<b>Total Operating Revenues</b>	<b>364,562</b>	
<b>Operation and Maintenance Expenses</b>		
Operation Expenses (820-829)	148,985	8
Maintenance Expenses (831-834)	56,672	9
Customer Accounting & Collection Expenses (840-843)	22,229	10
Administrative and General Expenses (850-857)	53,520	11
<b>Total Operation and Maintenance Expenses</b>	<b>281,406</b>	
<b>Other Operating Expenses</b>		
Depreciation Expense (403)	126,303	12
Amortization Expense (404)		13
Taxes (408)	9,386	14
<b>Total Other Operating Expenses</b>	<b>135,689</b>	
<b>Total Operating Expenses</b>	<b>417,095</b>	
<b>NET OPERATING INCOME</b>	<b>(52,533)</b>	

**SEWAGE OPERATING REVENUES**

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for flat rate service.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. In the gallons column, report metered water or sewage used as the basis in determining customer bills.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons Billed (c)	Amounts (d)	
<b>Operating Revenues</b>				
<b>Sewage Operating Revenues</b>				
Flat Rate Service to General Customers (621)				
Residential Revenues	22	1,056	4,159	1
Commercial Revenues	1	48	206	2
Industrial Revenues				3
Revenues from Public Authorities	2	96	257	4
<b>Total Flat Rate Service to General Customers (621)</b>	<b>25</b>	<b>1,200</b>	<b>4,622</b>	
Measured Service to General Customers (622)				
Residential Revenues	638	26,981	119,658	5
Commercial Revenues	315	59,456	216,804	6
Industrial Revenues	3	952	3,451	7
Revenues from Public Authorities	26	4,711	18,054	8
<b>Total Measured Service to General Customers (622)</b>	<b>982</b>	<b>92,100</b>	<b>357,967</b>	
Service to Public Authorities (623)				9
Service to Other Systems (624)				10
Other Sewerage Service (625)				11
Interdepartmental Service (626)				12
<b>Total Sewage Operating Revenues</b>	<b>1,007</b>	<b>93,300</b>	<b>362,589</b>	

**HIGH STRENGTH CONTRIBUTORS**

1. High strength contributor is one with waste stronger than 250 mg/l for B.O.D. or 250 mg/l for suspended solids or 10 mg/l for phosphorus.
2. If domestic strength limits for BOD, SS and Phos. used for rate purposes are different from the levels indicated, please note the limits used in the spaces available.
3. The units "mg/l" are now used in place of the equivalent "ppm."
4. List type, volume, strength.

Type (a)	Volume Annual Gallons (000's) (b)	BOD (mg/l) (c)	SS (mg/l) (d)	Phos (mg/l) (e)
-------------	--------------------------------------------	----------------------	---------------------	-----------------------

NONE

**OTHER OPERATING REVENUES (SEWER)**

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$2,000 and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
<b>Customers Forfeited Discounts (631):</b>		
Customer late payment charges	1,973	1
<b>Other (specify):</b>		
NONE		2
<b>Total Customers Forfeited Discounts (631)</b>	<u>1,973</u>	
<b>Servicing of Customers Laterals (632):</b>		
NONE		3
<b>Total Servicing of Customers Laterals (632)</b>	<u>0</u>	
<b>Sale of Fertilizer (633):</b>		
NONE		4
<b>Total Sale of Fertilizer (633)</b>	<u>0</u>	
<b>Rent from Sewerage Property (634):</b>		
NONE		5
<b>Total Rent from Sewerage Property (634)</b>	<u>0</u>	
<b>Miscellaneous Operating Revenues (635):</b>		
NONE		6
<b>Total Miscellaneous Operating Revenues (635)</b>	<u>0</u>	
<b>Amortization of Construction Grants (636):</b>		
NONE		7
<b>Total Amortization of Construction Grants (636)</b>	<u>0</u>	

**SEWER OPERATION & MAINTENANCE EXPENSES**

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
<b>OPERATION EXPENSES</b>		
Supervision and Labor (820)	68,983	1
Power and Fuel for Pumping (821)	19,176	2
Power and Fuel for Aeration Equipment (822)	48,457	3
Chlorine (823)	0	4
Phosphorous Removal Chemicals (824)	0	5
Sludge Conditioning Chemicals (825)	0	6
Other Chemicals for Sewage Treatment (826)	0	7
Other Operating Supplies and Expenses (827)	10,754	8
Transportation Expenses (828)	1,615	9
Rents (829)	0	10
<b>Total Operation Expenses</b>	<b>148,985</b>	
<b>MAINTENANCE EXPENSES</b>		
Maintenance of Sewage Collection System (831)	20,834	11
Maintenance of Collection System Pumping Equipment (832)	17,402	12
Maintenance of Treatment and Disposal Plant Equipment (833)	12,878	13
Maintenance of General Plant Structures and Equipment (834)	5,558	14
<b>Total Maintenance Expenses</b>	<b>56,672</b>	
<b>CUSTOMER ACCOUNTING &amp; COLLECTION EXPENSES</b>		
Billing, Collecting and Accounting (840)	12,241	15
Flat Rate Inspections (841)	0	16
Meter Reading (842)	9,896	17
Uncollectible Accounts (843)	92	18
<b>Total Customer Accounting &amp; Collection Expenses</b>	<b>22,229</b>	
<b>ADMINISTRATIVE AND GENERAL EXPENSES</b>		
Administrative and General Salaries (850)	24,027	19
Office Supplies and Expenses (851)	3,344	20
Outside Services Employed (852)	11,875	21
Insurance Expense (853)	4,951	22
Employees Pensions and Benefits (854)	0	23

**SEWER OPERATION & MAINTENANCE EXPENSES**

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

<b>Particulars (a)</b>	<b>Amount (b)</b>	
<b>ADMINISTRATIVE AND GENERAL EXPENSES</b>		
Regulatory Commission Expenses (855)	3,999	<b>24</b>
Miscellaneous General Expenses (856)	5,324	<b>25</b>
Rents (857)	0	<b>26</b>
<b>Total Administrative and General Expenses</b>	<b>53,520</b>	
<b>Total Operation and Maintenance Expenses</b>	<b>281,406</b>	

**TAXES (ACCT. 408 - SEWER)**

When allocation of taxes is made between departments, explain method used.
----------------------------------------------------------------------------

<b>Description of Tax (a)</b>	<b>Method Used to Allocate Between Departments (b)</b>	<b>Amount (c)</b>	
Social Security	GROSS PAYROLL	8,538	<b>1</b>
Local and School Tax Equivalent on Meters Charged by Water Department		566	<b>2</b>
PSC Remainder Assessment	OPERATING REVENUES	282	<b>3</b>
Other (specify): NONE			<b>4</b>
<b>Total tax expense</b>		<b>9,386</b>	

**SEWER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>INTANGIBLE PLANT</b>			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	
<b>COLLECTION SYSTEM</b>			
Land and Land Rights (310)	13,135	5,330	4
Structures and Improvements (311)	0		5
Service Connections, Traps, and Accessories (312)	197,919	17,536	6
Collecting Mains and Accessories (313)	1,639,194	400,018	7
Interceptor Mains and Accessories (314)	0		8
Force Mains (315)	409,250		9
Other Collecting System Equipment (316)	0		10
<b>Total Collection System</b>	<b>2,259,498</b>	<b>422,884</b>	
<b>COLLECTION SYSTEM PUMPING INSTALLATIONS</b>			
Land and Land Rights (320)	0		11
Structures and Improvements (321)	9,878		12
Receiving Wells (322)	0		13
Electric Pumping Equipment (323)	378,451	7,811	14
Other Power Pumping Equipment (324)	0		15
Miscellaneous Pumping Equipment (325)	0		16
<b>Total Collection System Pumping Installations</b>	<b>388,329</b>	<b>7,811</b>	
<b>TREATMENT AND DISPOSAL PLANT</b>			
Land and Land Rights (330)	68,208		17
Structures and Improvements (331)	413,043		18
Preliminary Treatment Equipment (332)	0		19
Primary Treatment Equipment (333)	320,703		20
Secondary Treatment Equipment (334)	536,995		21
Advanced Treatment Equipment (335)	0		22
Chlorination Equipment (336)	5,990		23
Sludge Treatment and Disposal Equipment (337)	0		24
Plant Site Piping (338)	149,399		25
Flow Metering and Monitoring Equipment (339)	56,636		26
Outfall Sewer Pipes (340)	0		27

**SEWER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>INTANGIBLE PLANT</b>				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>COLLECTION SYSTEM</b>				
Land and Land Rights (310)			18,465	4
Structures and Improvements (311)			0	5
Service Connections, Traps, and Accessories (312)			215,455	6
Collecting Mains and Accessories (313)			2,039,212	7
Interceptor Mains and Accessories (314)			0	8
Force Mains (315)			409,250	9
Other Collecting System Equipment (316)			0	10
<b>Total Collection System</b>	<b>0</b>	<b>0</b>	<b>2,682,382</b>	
<b>COLLECTION SYSTEM PUMPING INSTALLATIONS</b>				
Land and Land Rights (320)			0	11
Structures and Improvements (321)			9,878	12
Receiving Wells (322)			0	13
Electric Pumping Equipment (323)			386,262	14
Other Power Pumping Equipment (324)			0	15
Miscellaneous Pumping Equipment (325)			0	16
<b>Total Collection System Pumping Installations</b>	<b>0</b>	<b>0</b>	<b>396,140</b>	
<b>TREATMENT AND DISPOSAL PLANT</b>				
Land and Land Rights (330)			68,208	17
Structures and Improvements (331)			413,043	18
Preliminary Treatment Equipment (332)			0	19
Primary Treatment Equipment (333)			320,703	20
Secondary Treatment Equipment (334)			536,995	21
Advanced Treatment Equipment (335)			0	22
Chlorination Equipment (336)			5,990	23
Sludge Treatment and Disposal Equipment (337)			0	24
Plant Site Piping (338)			149,399	25
Flow Metering and Monitoring Equipment (339)			56,636	26
Outfall Sewer Pipes (340)			0	27

**SEWER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>TREATMENT AND DISPOSAL PLANT</b>			
Other Treatment and Disposal Plant Equipment (341)	49,606		28
<b>Total Treatment and Disposal Plant</b>	<b>1,600,580</b>	<b>0</b>	
<b>GENERAL PLANT</b>			
Land and Land Rights (370)	0		29
Structures and Improvements (371)	0		30
Office Furniture and Equipment (372)	1,259		31
Computer Equipment (372.1)	7,679		32
Transportation Equipment (373)	9,666		33
Other General Equipment (379)	66,497		34
Other Tangible Property (390)	0		35
<b>Total General Plant</b>	<b>85,101</b>	<b>0</b>	
<b>Total utility plant in service directly assignable</b>	<b>4,333,508</b>	<b>430,695</b>	
Common Utility Plant Allocated to Sewer Department	0		36
<b>Total utility plant in service</b>	<b>4,333,508</b>	<b>430,695</b>	

**SEWER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>TREATMENT AND DISPOSAL PLANT</b>				
Other Treatment and Disposal Plant Equipment (341)			49,606	28
<b>Total Treatment and Disposal Plant</b>	<b>0</b>	<b>0</b>	<b>1,600,580</b>	
<b>GENERAL PLANT</b>				
Land and Land Rights (370)			0	29
Structures and Improvements (371)			0	30
Office Furniture and Equipment (372)			1,259	31
Computer Equipment (372.1)			7,679	32
Transportation Equipment (373)			9,666	33
Other General Equipment (379)			66,497	34
Other Tangible Property (390)			0	35
<b>Total General Plant</b>	<b>0</b>	<b>0</b>	<b>85,101</b>	
<b>Total utility plant in service directly assignable</b>	<b>0</b>	<b>0</b>	<b>4,764,203</b>	
Common Utility Plant Allocated to Sewer Department			0	36
<b>Total utility plant in service</b>	<b>0</b>	<b>0</b>	<b>4,764,203</b>	

**SEWER SERVICES**

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily disconnected or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
  - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by diameter; pipe materials do not need to be specified.

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
Sewer	2.000	2	0	0	0	2		1
Sewer	4.000	1,001	39	0	0	1,040	80	2
Sewer	6.000	50	15	0	0	65	10	3
Sewer	8.000	4	0	0	0	4	0	4
<b>Total Utility</b>		<b>1,057</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>1,111</b>	<b>90</b>	

**SEWER MAINS**

1. Report mains separately by diameter. Pipe materials do not need to be specified.
2. Explain all reported adjustments as a schedule footnote.
3. For main additions reported in column (c), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If the assessments are deferred, explain.

<b>Number of Feet</b>						
<b>Diameter in Inches (a)</b>	<b>First of Year (b)</b>	<b>Added During Year (c)</b>	<b>Retired During Year (d)</b>	<b>Adjustments Increase or (Decrease) (e)</b>	<b>End of Year (f)</b>	
4.000	7,512	0	0	0	<b>7,512</b>	<b>1</b>
6.000	16,446	0	0	0	<b>16,446</b>	<b>2</b>
8.000	84,064	505	0	0	<b>84,569</b>	<b>3</b>
10.000	13,240	2,331	0	0	<b>15,571</b>	<b>4</b>
12.000	11,024	2,592	0	0	<b>13,616</b>	<b>5</b>
15.000	175	0	0	0	<b>175</b>	<b>6</b>
18.000	1,848	0	0	0	<b>1,848</b>	<b>7</b>
24.000	538	0	0	0	<b>538</b>	<b>8</b>
<b>Total Utility</b>	<b>134,847</b>	<b>5,428</b>	<b>0</b>	<b>0</b>	<b>140,275</b>	

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## SEWER OPERATING SECTION FOOTNOTES

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### Sewer Operation & Maintenance Expenses (Page S-05)

ACCT #820 INCLUDES \$22,074.85 IN PENSION AND BENEFITS.

ACCT #821 INCREASE OF \$4,669 (32%). WARM WEATHER ALLOWED FOR LONGER SPRAYING PERIOD THAN IN 2001.

ACCT #831 DECREASE \$27,865. 2001 HAD \$27,418 FOR MANHOLE RESTORATION ON MAIN STREET. NO MANHOLE RESTORATION DONE IN 2002.

ACT #832 INCREASE OF \$17,104. MASTER LIFT STATION REPAIRS OF \$17,128.

ACCT #833 DECREASE OF \$14,117. 2001 HAD \$10,597 FOR SPRAY GUN REPAIRS AND \$8,372 FOR AERATOR REPAIRS, WHICH DIDN'T NEED TO BE DONE IN 2002.

ACCT #854 PENSION & BENEFITS RECLASSIFIED TO SALARY ACCTS.

ACCT #856 INCREASE OF \$2,030. DEWATERING PUMP PARTS & REPAIRS \$2,030. \$416 INCREASE IN DNR ASSESSMENT.

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### Sewer Utility Plant in Service (Page S-07)

ACCT #310 LAND EASEMENT ACQUIRED FOR SEWER EXTENSION PROJECT AT COST OF \$5,330.

ACCT #312 \$17,536 INCREASE IN SERVICES. \$1,524 PD FOR BY PROPERTY OWNERS. \$16,012 PD FOR BY SPECIAL ASSESSMENTS FROM PROPERTY OWNERS.

ACCT #313 5,428 FEET OF MAINS ADDED AT COST OF \$400,018. \$239,101 PAID FOR BY SPECIAL ASSESSMENTS FROM PROPERTY OWNERS. BALANCE PD FOR BY UTILITY.

ACCT #323 PURCHASE OF NEW PUMP FOR MASTER LIFT STATION AT COST OF \$7,811.

\$376,250 BORROWED FROM COMMERCIAL BANK TO FUND SPECIAL ASSESSMENTS AND UTILITY'S COSTS FROM TWO PROJECTS.

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### Sewer Services (Page S-09)

ADDITIONS: 4" 3 PAID FOR BY PROPERTY OWNER, 36 BY SPECIAL ASSESSMENT. 6" 15 PAID FOR BY SPECIAL ASSESSMENT.

PROPERTY OWNERS BILLED FOR ACTUAL COST.

SPECIAL ASSESSMENT DETERMINED BY ACTUAL COST OF PROJECT. UNIQUE WORK CHARGED TO PROPERTY OWNER. OTHER COSTS AVERAGED BY DIVIDING COSTS BY NUMBER OF SERVICES FOR EACH PROJECT.

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### Sewer Mains (Page S-10)

SEWER MAINS ADDED WERE PARTIALLY FUNDED BY CONTRIBUTION IN AID OF CONSTRUCTION WITH 10 YEAR SPECIAL ASSESSMENTS TALLING \$242,853. SPECIAL ASSESSMENTS WERE DETERMINED BY PROJECT COSTS DIVIDED BY NUMBER OF FEET TO DETERMINE A PER FOOT ASSESSMENT. THE BALANCE OF COSTS WERE FUNDED FROM UTILITY DEBT BORROWING.

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